

## AGENDA



Thursday, October 16, 2008

**Purchasing Office  
RECOMMENDATION FOR COUNCIL ACTION**

Item No. 18

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**Subject:** Authorize award, negotiation, and execution of a 12-month requirements service contract with ROOSEVELT THOMAS CONSULTANT & TRAINING, Decatur, GA for a consultant to aid Austin Energy in the development of a Diversity & Inclusion Program in an estimated amount not to exceed \$440,580, with two 12-month extension options in estimated amounts not to exceed \$269,462 for the first extension option, and \$37,950 for the second extension option, for a total estimated contract amount not to exceed \$747,992.

**Amount and Source of Funding:** Funding in the amount of \$440,580 is available in the Fiscal Year 2008-2009 Operating Budget of Austin Energy. Funding for the extension options is contingent upon available funding in future budgets.

**Fiscal Note:** There is no unanticipated fiscal impact. A fiscal note is not required.

**For More Information:** Sandy Calles, Sr. Buyer, 322-6487.

**Purchasing Language:** Best evaluated proposal of four proposals received.

**MBE/WBE:** This contract will be awarded in compliance with Chapter 2-9C of the City Code (Minority Owned and Women Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified; therefore, no goals were established for this solicitation.

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As part of Austin Energy's (AE) Workforce Planning initiative, AE seeks the services of a consultant to aid in the development and finalization of a Diversity and Inclusion strategy. This process will give AE the flexibility and platform to properly address the organization's understanding of issues and assess the current commitment to this corporate value. Additionally, as a corporate value, elements of diversity and inclusion will be explored to enhance AE's ability to meet the strategic objective related to employee satisfaction outlined in the department's Strategic Plan.

This contract will provide AE an opportunity to develop a Diversity and Inclusion Program using a phased approach.

Phase one of the program includes understanding through training and development for executives, managers, and members of the diversity steering committee to align desired behaviors into daily operations at AE.

Phase two includes ongoing leadership development and continued coaching sessions to build employee engagement.

Phase three includes train-the-trainer for the development plan and continued organizational development and training.

AE will require the consultant to assist in developing an understanding of the relationship between diversity and inclusion, as well as subsequent strategies that may be critical components in the process of overall employee engagement and development.

MBE/WBE Solicited: 15/32      MBE/WBE Bid: 0/1

RFP No. SLC 0019

PRICE ANALYSIS

- a. Adequate competition.
- b. One hundred eighty-one notices were sent, including 15 MBEs and 32 WBEs. Four proposals were received, including one WBE. There was no response from the MBEs.

APPROVAL JUSTIFICATION

- a. Best evaluated proposal received.
- b. The Purchasing Office concurs with Austin Energy's recommended award.
- c. Advertised on the Internet.